

City Manager's Office

May 20, 2017

To: City Council

From: City Manager

Re: Weekly Report

The information below represents a compilation of results of each Department from May 14-May 20, 2017.

CITY MANAGER'S OFFICE

- Attended Great American Casino Opening Celebration at Four Points Sheraton Hotel.
- Developing increased incentive package to assist with Public Safety officer recruitment.
- Met with Quiet Skies representatives to discuss communication and positive ways to work cooperatively going forward.
- Continued to work with our legislative advocate to monitor developments in Olympia regrading legislation of interest to the City, especially capital resources for the Marina bulkhead replacement.

LEGAL DEPARTMENT

- The City Attorney and Assistant City Attorney spoke to a class of 7th graders at Pacific Middle School regarding their middle school and high school experiences and about how they got into the field of law. They fielded questions on a broad range of topics of interest to the students.
- Drafted an ordinance setting the hours of business for City Hall. This is required under state law and will be presented to the City Council for approval on June 8, 2017.
- Drafted an ordinance updating references in the Municipal Code that refer to "King County Fire Protection District 26". These outdated references in the code will be updated to reflect the current name "South King Fire and Rescue." This ordinance will be presented to the City Council for approval on June 8, 2017.

CITY CLERK'S OFFICE

- Twenty-eight (28) public record requests received.
- Six (6) requests still outstanding.
- City Clerk attended the South Sound Boating Opening Day Ceremony at the Des Moines Yacht Club on May 13th.

FINANCE DEPARTMENT

- Financial Statement (CAFR) audit support continued.
- 2018-2023 CIP Plan draft published for Departments' review.
- 2016 annual financial data download to the state complete and filed.
- All staff performance evaluations written and approved.

PARKS, RECREATION AND SENIOR SERVICES

- Staff is working on hire paper work for 26 Summer Day Camp Leaders.
- The CDBG Grants for Kidde Park and Field House Park Play Area Renovations are due May 31.

POLICE DEPARTMENT

- Command staff and other supervisory personnel attended a day long training session on Lean Sigma Six.
- Command staff met with the FAA Emergency Management Director in reference to the new FAA regional headquarters.
- New Records Specialist Lloyd Chand began work this week and is going through the internal training process.
- CSO Seaberry attended the annual Washington State Crime Prevention Conference that focused this year on nuisance properties and related ordinances.
- Several DMPD members attended Hero Day at Parkside Elementary.

MARINA

- Marina staff continued working on paid parking infrastructure.

PUBLIC WORKS

- The intersection of 227th/6th Ave South was converted to an all-way stop. The intersection of 223rd/6th is scheduled for the week of May 22nd to be converted. These changes are in advance of the Marina Pay Parking changes coming in early June.
- Two promotional opportunities were advertised within the Teamsters union related the current vacant Traffic Control Specialist and the SWM Maintenance Lead position.
- Staff provided the Environment committee an updated letter for the Mayor to sign and send to King County related to questions surrounding the potential Poverty Bay Shellfish Protection District formation.

COMMUNITY DEVELOPMENT

- Wesley Homes Brownstone approved by Planning.
- Limited Grading Permit/Soil Remediation/Demolition Permits issued for DMCBP Phase IV. Site work begun on former Ono property (24th/216th).
- 2016 PSRC Residential Building Permits Inventory – staff prepared reporting data and submitted to PSRC.
- Crestwood Park Preliminary PUD – met with potential buyers and consultants to discuss wetland permitting and construction of civil improvements.

- Attended Small Cell Telecommunications Franchise Consortium meeting with Legal and Public Works staff.
- Attended bi-weekly Sound Transit RFP preparation meeting.

BUILDING DIVISION

- There were 62 applications submitted and processed, including building permits, land use activity permits, fire permits, and business license applications.
- Total construction valuation of the building permits - \$2,643,329.00.
- Total revenue for permits and business licenses - \$141,117.17.
- There were 70 plan reviews conducted with comments.
- There were 139 field inspections conducted.